

# Church Stretton Town Council

## MINUTES OF THE MEETING OF THE AMENITIES, FINANCE & GENERAL PURPOSES COMMITTEE HELD VIA ZOOM REMOTE MEETING PLATFORM ON TUESDAY 5<sup>th</sup> JANUARY 2021 at 7.00 p.m.

**Those present:** *Councillors:* Cllr M Walker, Cllr B Welch, Cllr H Claytonsmith, Cllr M Morris, Cllr Baker, Cllr C Carson, and Cllr M Braid  
*Officers:* Mr. C Maclean (Locum Town Clerk), Miss R Gwilliam (Amenities Officer), Mrs H Merrett (Admin)  
*Guests:* 0  
*Other:* 0

**AF&GP 472**     **APOLOGIES FOR ABSENCE**

Mr D Chetwood (Town Clerk), Miss. B. Clarke (Deputy Clerk and RFO)

**AF&GP 473**     **MINUTES OF THE PREVIOUS MEETING**

Cllr Baker noted the point that no new projects were planned for the next financial year. In light of the issues that had surfaced from this year's Christmas lights and the faulty sections, Cllr Baker suggested that this decision be reviewed and that a project to review the lighting set-up be undertaken.

Proposed by Cllr Braid, seconded by Cllr Carson and

**RESOLVED (unanimously) that the minutes of the Meeting of the Amenities, Finance & General Purposes Committee held on Tuesday 10<sup>th</sup> November 2020 shall be taken as read and signed as a true record by the Chairman.**

**AF&GP 474**     **DISCLOSABLE PECUNIARY INTERESTS**

None indicated

**AF&GP 475**     **DISPENSATIONS**

In pursuance of the Localism Act 2011, s31(4), (and in accordance with Council Policy 1.5 (13.54b)), in order for Members to participate and vote during consideration of the 2021/2022 precept, the following dispensations were requested. Not required.

**AF&GP 476**     **FINANCIAL**

The Locum Clerk advised Councillors that an update was awaited from the RFO following her absence through illness. The Locum Town Clerk is endeavouring to find solutions to the provision of information to Councillors. Councillors noted that a visit by the Council's Internal Auditor was being scheduled for later in the month.

Councillors noted that meetings may be required in relation to the Charities prior to submission of the returns to the Charities Commission.

**AF&GP 477**     **PROJECTS**

The Locum Clerk advised Councillors that the list of projects was still being worked and prioritisation levels will be set out.

**AF&GP 478**     **SANDFORD AVENUE PARK**

Cllr Walker presented to Councillors his thoughts and suggestions in relation to the promotion and use of the Park. These included a proposal for the provision of a car park providing 18 parking spaces and 2 disabled spaces with access off the A49. Councillors reviewed the proposals and potential costs. Councillors expressed their appreciation to

Cllr Walker for these proposals and suggestions which would be shared with the Park Task Group for their consideration.

**AF&GP 479**      **PROPERTIES AND AMENITIES**

**479.1**      **Rectory Wood and Coppice Leasowes**

The Amenities Officer advised Councillors of the successful bid to receive a contribution from the Stretton Focus Community Award of £1,000 towards the cost of installing a path at Coppice Leasowes. Installation costs had been estimated at approximately £2,500. Councillors noted the conditions relating to the provision of the funds for the path from Watling Street North to the Kissing Gate at the A49.

Councillors noted the path would replace the existing natural path the surface of which is subject to safety issues in poor weather.

Installation work would be undertaken by volunteers.

Proposed by Cllr Claytonsmith, seconded by Cllr Morris and

**RESOLVED (unanimously) that work to upgrade the surface of the path from Watling Street North to the Kissing Gate be put in hand.**

Councillors noted the efforts being undertaken to secure the services of a surveyor to review the Old Pump House and advise on the safety of the remaining structure.

Cllr Morris advised Councillors that a contractor who had recently undertaken work on the outdoor space had identified that he was not on the list of local contractors for contact in relation to work to be undertaken on behalf of the Council. The Locum Clerk advised that the list maintained by the Council required a review and updating and invited Cllr Morris to forward the contractor's details and these would be added.

**479.2**      **War Memorial Trees**

The Amenities Officer advised Councillors that the contract had been awarded and work is currently scheduled to be undertaken late March 2021.

**479.3**      **Play Equipment**

The Amenities Officer advised Councillors that the RoSPA inspections had been undertaken and a number of issues highlighted. Discussions are scheduled with the Outdoor Team for later in the month to plan the work to address these.

**479.4**      **Waste Disposal**

Councillors noted the arrangements for the new bin and rubbish collection that has been agreed with Biffa.

**AF&GP 480**      **SHI**

**480.1**      **Flat Roof Repairs**

The scheduled repairs have been delayed as a minimum air temperature of plus 5 degrees is required to enable the work to be done. This would be undertaken as soon as conditions allow.

**480.2**      **Drains**

Investigation of the downpipe that goes into the garden of the adjoining neighbour has identified that it is not possible to view the drainage around the building. The most effective solution to address the issue is to divert the drainage around the building. Three local contractors have been contacted to provide quotes.

The Chairman declared the public session of the meeting closed at 8.20pm.

**AF&GP 481**      **CONFIDENTIAL MATTERS**

**481.1**      **Staffing**

Councillors considered the scope of responsibilities of the Town Clerk position and remuneration in comparison to other Councils. Councillors considered the options in relation to the requirement to fill the role post the retirement of the current Clerk through

ill health.

Councillors noted that a review of the other positions within the Council team would be undertaken as early as possible.

Councillors noted that detailed scope of responsibilities of the role was being compiled.

Proposed by Cllr Welch, seconded by Cllr Walker and

**RESOLVED (6 in favour, I abstained) that the Council upgrade the Town Clerk Salary Range and that the recruitment process be set in train as soon as the future provision for the retiring incumbent has been approved.**

AF&GP. 482

**DATE OF NEXT MEETING**

Tuesday 2<sup>nd</sup> February 2021 at 7pm via Zoom

End 8.30pm

..... Chairman